

WESTCHASE COMMUNITY ASSOCIATION, INC.
REGULAR BOARD OF DIRECTORS MEETING
May 8, 2025

MINUTES

I. CALL TO ORDER

A meeting of the Board of Directors for Westchase Community Association, Inc. was held May 8, 2025 at the Westchase Community Association management office located at 10049 Parley Drive. Michiel Oostenbrink, President, called the meeting to order at 6:02 PM following the resident forum.

II. ROLL CALL

Directors Present:

Michiel Oostenbrink
Nancy Sells
Terry Boyd
Theresa Lanzar
Rick Goldstein
Jessica Siddle
Jack Maurer

Management & Staff:

Debbie Sainz, LCAM
Charlotte Adams, LCAM
Rhonda Blakeman, GPI

Directors Absent:

VMs, Alternates&

Committee Members:

Dan Haigy
Charles Stephens
Eric Holt
Dan Perez

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed. The Westchase Medallion was then presented to Sonja Whyte, former CDD office manager, recognizing her years of service to the Westchase Community.

IV. CONSENT AGENDA

Nancy Sells motioned to approve the Apr 10, 2025 regular board meeting minutes. Terry Boyd seconded the motion. Vote was taken and the motion carried 7-0

V. TREASURER'S REPORT (Terry Boyd)

Presentation and review of the 2024 financial audit was performed by Mike DeMare, the association auditor. Discussion was held regarding the income taxes that were due this year on the 2024 investment income.

Terry Boyd motioned to reinvest the 2 AP/CDARs maturing in May for another 6 months to continue to generate interest income. Rick Goldstein seconded the motion. Vote was taken and the motion carried 7-0

Terry Boyd motioned to create a separate line item on the reserve budget to be earmarked "WPV Facility Improvement", to be funded by the investment revenue on investments through 12/31/25. Rick Goldstein seconded the motion. Vote was taken and the motion carried 7-0

VI. OLD BUSINESS

VII. NEW BUSINESS

➤ Emergency Mgmt – Hurricane Prep (Power Point Presentation)

- Mike Lackey (Fire Rescue OEM); Christine Hummel (OEM); Brit Lemke; Katja Miller

➤ Board Proposed Fines/Appeals

- Owner Appeals

O-1 (11932 Derbyshire)

Theresa Lanza motioned to waive 90% of the fine on O-1 with the remaining 10% (\$100) due by the June meeting. Terry Boyd seconded the motion. Vote was taken and the motion carried 7-0

- Reaffirmed, Tabled & Proposed Fines

Theresa Lanza motioned to table P-21 to the June board meeting. Rick Goldstein seconded the motion. Vote was taken and the motion carried 7-0

Theresa Lanza motioned to table P-20 and P-47 to the Aug board meeting. Rick Goldstein seconded the motion. Vote was taken and the motion carried 7-0

Theresa Lanza motioned to impose a \$1,000 fine on T-2, R-1, P-2, 3, 4, 6, 8, 9, 10, 12, 14-19, 22-27, 31, 32, 36 and P-45 and for the resident's use of the WCA facilities to be suspended for a maximum of 90 days, with the first day of suspension being the fifth day after confirmation by the Covenant Committee. Rick Goldstein seconded the motion. Vote was taken and the motion carried -0

Terry Boyd motioned to not impose a fine on P-1, 11, 28, 29, 30, 33, 34, 35, 37-40, 43, 44, 47 and T-1. Rick Goldstein seconded the motion. Vote was taken and the motion carried 6-0

Theresa Lanza motioned to impose a \$1,000 fine on T-3 and for the residents' use of the WCA facilities to be suspended, with enforcement suspended and the fines subsequently waived provided the violation does not reoccur within the next 3 months (thru 08/08/24). Rick Goldstein seconded the motion. Vote was taken and the motion carried 7-0

➤ Request from Aquafit – Contract Amendment

A request was submitted by Aquafit for an amendment to her contract to include a \$50-100 fee reimbursement from the WCA to Aquafit for any canceled sessions due to equipment or staffing issues. This was tabled to the June board meeting pending info from Linda Senkowicz (owner of Aquafit) to provide more info on how she handles the cancellations with her clients financially since she has the option of hosting make-up sessions on different dates.

➤ **Requests from Clearwater Aquatics Team (CAT) & Hudson Valley Swim**

CAT submitted a request to the former facility manager, Dwight Kilgore, asking the board to consider allowing them to utilize the Westchase pools for their swim lessons/team. Representatives from CAT were not in attendance.

An additional request from Hudson Valley was sent to management asking the board to consider allowing them to use the pools to provide swimming lessons to children and adults. (Alan & Mindi Gartner attended).

Coach Patrick from Pipeline was also in attendance to support the years of service to the Westchase Community by Pipeline.

No actions were taken by the board for CAT and Hudson Valley.

➤ **Storage Room Proposed Repairs (Biller Reinhart)**

Rob Reinhart from Biller Reinhart Engineering Groups submitted a Technical Information Report along with a Storage Room Repair Project tech sheets with general structural notes for review by the Board for repairs to the Countryway Pool Bldg front storage room structural repairs. The reports and structural note sheets have been reviewed by AD Engineering and submitted some changes to the scope, all of which were updated and included in the final report.

Terry Boyd motioned to move forward with the change to scope on the Technical Information report removing “standard” corner bead to “pvc or vinyl” solution and adjust entryway to create an elevated ramp. Theresa Lanzar seconded the motion. Vote was taken and the motion carried 7-0

➤ **Paint Tennis Court Light Poles; Repair Wooden Benches; Paint Metal Tables - Quotes**

Rick Goldstein motioned to table the quotes for painting the metal tables to the June Board meeting in order for us to determine the acquisition cost for us to purchase directly. Terry Boyd seconded the motion. Vote was taken and the motion carried 7-0

Jack Maurer motioned to approve the quotes from Paint Corp for painting the light poles and to expedite the work being done as soon as possible. Theresa Lanzar seconded the motion. Vote was taken and the motion carried 7-0

Jack Maurer motioned to approve the quotes from Paint Corp for the wooden benches contingent on the quote being amended to state “wood to be removed AND replaced”. Theresa Lanzar seconded the motion. Vote was taken and the motion carried 7-0

➤ **Change Order – Hoffman Designs - Bathrooms**

A change order was submitted by Hoffman Designs for an adjustment to be made to the toilet supply lines for a tankless toilet system which would allow for constant power toilets so batteries are not necessary. The change order was approved and signed by Michiel Oostenbrink on May 2 and returned to Hoffman for expediting the work with his contractors.

Jack Maurer motioned for anything construction related be authorized by the president up to \$5,000. There was no second motion.

Theresa Lanza motioned to ratify the approval of the change order from Hoffman for plumbing work for tankless toilet system. Terry Boyd seconded the motion. Vote was taken and the motion carried 7-0

Michiel Oostenbrink motioned to give Jack Maurer the authority to oversee the bathroom renovation project and to communicate all identified issues back to the board and management. Terry Boyd seconded the motion. Vote was taken and the motion carried 5-2 (Nancy, Rick)

➤ **Video Recordings**

At the beginning of the meeting, Rick Goldstein requested this item be added to the agenda.

Rick Goldstein motioned to add Video Recordings to this agenda. Terry Boyd seconded the motion. Vote was taken and the motion carried 7-0

Theresa Lanza motioned to begin recording Board meetings and to keep as official records. Rick Goldstein seconded the motion. Vote was taken and the motion carried 7-0

VIII. COMMITTEE REPORTS

Covenant Committee – minutes submitted

Government Affairs Committee – report provided by Rick Goldstein

Modifications Committee minutes submitted

Swim & Tennis Committee

The S&T chair, Dan Haig, inquired on when we can anticipate the Countryway Pool reopening for use at 7am for swimming. Our head lifeguard, John Nick Estrada, stated that with current staffing, that we can accomplish the revised hours on the next week's schedule beginning May 13th.

IX. MANAGEMENT REPORTS – submitted by Debbie Sainz, LCAM and Nick Estrada, head lifeguard

X. OTHER BUSINESS

ADJOURNMENT 10:00pm

Nancy Sells
Westchase Community Association, Inc.
Secretary